

Definitions

In these Terms and Conditions, the following meanings apply:

"I", "me", "my", "The Event Man Ltd", "The Event Man Limited" refers to The Event Man Limited.

"You", "your" refers to the named person on the booking.

"Your Hire" means all arrangements and items sourced and organised for you by The Event Man Limited.

The Event Man Ltd reserves the right to amend these Terms and Conditions at any time. You should therefore review them each time you make a booking or hire items. The version applicable to your booking will be the one in place at the time your reservation is made.

1.0 Property Ownership

1.1 All equipment and hired items remain the property of The Event Man Limited at all times.

1.2 By accepting these Terms and Conditions, you agree that you are solely responsible for all hired items from the time of delivery/setup or collection, until the items are collected by The Event Man Ltd or returned by you, as agreed.

2.0 Payment Terms

2.1 A non-refundable deposit of 50% is due upon booking unless another amount has been agreed in writing by The Event Man Ltd. Items and services are not reserved until this deposit is paid.

2.2 The remaining balance is due two weeks before the hire or installation date, unless another deadline is agreed.

3.0 Standard Hire Period

3.1 Unless otherwise agreed at the time of booking, all standard hires are for a 24-hour period.

4.0 Failure to Pay or Return Items

4.1 A £35 fee will be charged if The Event Man Ltd arrives to collect items at the agreed time and is unable to do so (subject to reason). If you fail to return items on time, a £50 per day overdue fee will apply. After 48 hours, if items remain unreturned, you will be liable for the full replacement cost, and we reserve the right to pursue this legally.

4.2 If an agreed late payment deadline is missed or any invoice for late/damaged items remains unpaid, the debt will be referred to a third-party collection agency.

5.0 Hire Item Condition

5.1 All hired items are cleaned and checked, but as they are not new, slight marks, scratches or signs of wear may be visible. Spare linen is brought to rectify any obvious marks where possible.

5.2 If a booked item is lost or damaged prior to your event, we will inform you and attempt a like-for-like replacement. If this is not possible, a refund for that item will be provided. No further compensation will be due.

6.0 Loss or Damage of Hired Items

6.1 You assume full responsibility for the hired items, excluding fair wear and tear, from the time they are delivered or collected until their return. Replacement costs will be charged for lost or damaged items.

6.2 Unless agreed in advance, all props are for indoor use only. Any outdoor use is at your own risk.

7.0 Colours of Items

7.1 We strive to accurately represent item colours in our photographs. However, due to lighting and screen variations, slight discrepancies may occur. We are not responsible for differences caused by these factors.

8.0 Delivery, Set-Up & Collection

8.1 Delivery, set-up, and collection details will be arranged and confirmed during booking.

8.2 If the same room is being used for both a wedding ceremony and reception, it is your responsibility to arrange with the venue for tables to be reset after the ceremony. We cannot wait on-site unless this has been pre-arranged.

8.3 Any additional décor added to our items must be removed prior to collection.

8.4 Hired items must be available for collection at the agreed time and location. If overnight storage is required, items must be securely stored in a single area for collection.

8.5 We will not accept any goods other than those hired. If we mistakenly collect non-Event Man Ltd items, you will have 14 days to collect or arrange return. After this period, we reserve the right to dispose of them. Returns are at your cost.

8.6 For customer pickups, you must ensure your vehicle is adequately sized, equipped with protective materials, and items can be safely transported. We reserve the right to refuse collection if proper arrangements are not made. Additional transport costs may apply.

8.7 We are authorised to contact your venue on your behalf for delivery, setup, and collection unless otherwise specified.

9.0 Installation & Travel Fees

9.1 Services provided within a 20-mile radius of our business address include all travel and installation fees. For locations beyond this, additional travel fees will be quoted and agreed upon at booking.

10.0 Quotes

10.1 All quotes are valid for 7 days. After this period, if the deposit has not been paid, prices may be updated to reflect any changes in material or supplier costs.

11.0 Equipment Safety

11.1 All items are checked before and after hire and undergo regular maintenance to ensure safety.

11.2 We are not liable for any injury, damage, or loss (direct or indirect) arising from use of hired equipment. Responsibility for safe use lies solely with the hirer.

12.0 Cancellations

12.1 Deposits are non-refundable. If you cancel your booking, any remaining balance paid will be refunded.

12.2 Cancellations within 24 hours of the hire date are non-refundable. However, we will do our best to accommodate a date change.

13.0 Copyright

13.1 All photographs, written content, and branding on our website, Facebook page, and other media platforms are copyrighted and may not be used without express written permission. Our company name and logo are trademarked and protected.